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## 2008-08-25 Minutes of the Executive Committee of the Academic Senate

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*[Approved at the September 8, 2008 ECAS meeting]*

Minutes of the Executive Committee of the Academic Senate  
August 25, 2008  
St. Mary's 113 B; 1:00 PM

Present: P. Benson, D. Biers, D. Darrow (presiding), G. Doyle, H. Gauder, J. Greenlee, N. Jolani, R. Kearns, L. Laubach, J. Saliba, A. Seielstad

Absent: A. Reichle

Guest: J. Farrelly (Faculty Board)

Roll Call: Eleven out of twelve members of the committee were present.

Prayer: Dave Darrow opened the meeting with a prayer.

Approval of Minutes

1. The minutes of April 23, 2008 were approved as written.
2. The minutes of May 14, 2008 were approved as written.
3. The minutes of July 11, 2008 were approved as written. A letter, dated June 9, 2008, from the ECAS to the deans asking for nominees for the Provost Search Committee will be appended to these minutes.

Old Business

1. Post-tenure Review: Information on post-tenure reviews will be collected by Dave Biers during the fall 2008 semester. The three reviews are: annual, sabbatical, and promotion to professor. The data will be made available to the FAC, which will then develop a post-tenure review policy.
2. Maternity Leave: Lisa Rismiller developed a survey on faculty maternity leave and circulated it to all faculty last spring. Brenda Donnelly has reviewed and compiled the data over the summer. The results will be delivered to the FAC on September 11, 2008. The FAC will then consider modification of the present Maternity Leave Policy, and present it to the ECAS and the Senate.
3. Honors and Scholars Proposal: The APC plans on delivering a revised proposal to ECAS in September
4. Common Academic Program: A proposed CAP has been submitted to the APC, who will shortly decide on how to process it. Senate members, and the faculty at large, will be able to participate in open meetings to review and discuss it.
5. Student Assessment of Instructions: The SAPC will review a proposal agreed to in principle last year as to how faculty teaching by students should be assessed.

New Business

1. Distance Learning: The SOEAP has developed a policy on distance learning, but is primarily a work load policy. A uniform, comprehensive university policy is needed, especially dealing with intellectual property. It was thought that the policy should cover both distance and non-distance learning. Tom Skill will be asked to brief the ECAS on this issue. The FAC will be asked to develop the policy.

2. Student Laptops: Starting in the fall of 2009 students will be asked to purchase their own laptops. Tom Skill will be asked to give the ECAS an update on the status of this issue.
3. Provost Job Description: The University President wants input from the ECAS on the job description for the provost. There is some thought the present position has too much authority/responsibility. Dave Biers will have a draft for discussion at the September 8 ECAS meeting.
4. Orientation: Several comments concerning this year's freshmen orientation were offered.
  1. The Tuesday morning convocation in the Rec Plex went well except for the acoustics. It was mentioned that having students speak, rather than faculty, was a positive feature.
  2. There was some confusion as to where students were to meet at different times during the orientation period.
  3. The faculty need better information as to the time, time commitment and location of events.
  4. Students are being surveyed as to their assessment of the orientation period.

Adjournment: The meeting was adjourned at 1:48 pm.

Next Meeting: The next meeting will be Monday, September 8, 2008 at 1:00 pm in St. Mary's 113 B;

Respectfully Submitted By:

George R. Doyle, Jr.

Secretary of the Senate